



INTEGRATED EMPLOYMENT STANDING COMMITTEE

DRAFT MINUTES

October 4, 2012

8:00 a.m. – 9:00 a.m.

Arizona Developmental Disabilities Planning Council
1740 West Adams Street, Suite 201
Phoenix, Arizona 85007

A standing committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on October 4, 2012 at the ADDPC, 1740 West Adams, Suite 410, Phoenix, Arizona 85007. Notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present

John Black, Chair, Present Leslie Cohen, Teleconference Dave Cutty, Teleconference Matt McMahon, Teleconference Charles Ryan, Teleconference
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Staff/Guests Present & Teleconference	Members Absent
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Larry Clausen, Executive Director, Teleconference Marcella Crane, Contracts Manager, Present Lani St. Cyr, Fiscal Manager, Present Michael Leyva, Contract/Grants Coordinator, Present	Karla Phillips
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A. Call to Order:

John Black welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC) Integrated Employment Standing Committee Meeting. Meeting was called to order at 8:03 a.m.

B. Review of Integrated Employment Standing Committee Meeting Minutes

The Minutes from the June 29, 2012 Committee Meeting were reviewed and a recommendation was made to correct the dollar amount of the Project SEARCH Renewal to \$42,866.

- Motion to accept the Minutes as corrected with recommended change made by David Cutty.
- Motion seconded by Charles Ryan.
- Motion carried.

C. Self-Employment Leads to Freedom (SELF) Project

ADDPC staff provided an overview of the grant solicitation and review process. ADDPC issued a Request for Grant Application (RFGA) with up to \$300,000 available for the project; respondents had 6 weeks to respond. A 3 person Evaluation Committee comprised of representatives from AHCCCS, RSA, and ADDPC was formed to review RFGAs.

ADDPC received one proposal from the Southwest Autism Research & Resource Center (SARRC). The Evaluation Committee requested further information on methodology and budget. These items were provided by SARRC and upon further review by the Evaluation Committee, a recommendation for award was made to the Integrated Employment Committee.

A question was raised regarding the amount requested. On page 1 of the attachment for Committee Members to review, the budget amount specified an amount of \$68,225. Staff indicated the clarifications submitted by SARRC reflected an increased budget of \$91,568.

Concerns were shared regarding the RFGA and the focus on the DHS Home Baked and Confectionary Goods Program. Self-employment based on home baked products may limit the number of individuals to participate, and possibly not allow individuals to generate significant income or a living wage. There is also a challenge to provide training and assistance to individuals living in rural communities.

It was noted that when the Scope of Work was developed, it was recognized there was not going to be a significant amount of income generated initially for individuals. The Scope of Work's emphasis is to provide education and training to help individuals develop a business plan and a foundation to start a business. The focus is also to initiate the work process, lead to limited involvement in day programs, and learn job and related skills.

There was further discussion regarding using evidence-based practices for future ADDPC self-employment initiatives, and to investigate other types of self-employment opportunities.

Support was expressed for SARRC and their proposal to meet the Scope of Work as specified in the RFGA.

John Black asked the Committee for further comments or questions. No additional comments were made or questions asked. John asked for a motion to approve the Southwest Autism Research & Resource Center (SARRC) proposal in the amount of \$91,568.

- A motion to approve was made by Dave Cutty.
- Motion seconded by Charles Ryan.
- Motion carried.
- Leslie Cohen and Matt McMahon abstained.

D. Project SEARCH Renewal

ADDPC staff discussed the Year 3 Renewal application submitted by the Sonoran UCEDD for Project SEARCH. During the second year, Medtronic was secured as the host business site for Project SEARCH. Medtronic manufactures implantable microelectronic medical devices. The requested amount is less than the amount originally specified. The timeframe to begin the initial rotations is November 2012.

Concerns were shared regarding the ability to achieve the outcomes if there are further delays. The need to complete the project as stated in their renewal application is crucial for reporting outcomes to the Administration on Intellectual and Developmental Disabilities. As well as to the Council.

Committee shared concern about the delay and stressed the need to monitor Project Search to ensure the revised scheduled is maintained and adhered to.

John Black asked the Committee for further comments or questions. No additional comments were made or questions asked. John asked for a motion to approve the Project SEARCH Year 3 Renewal in the amount of \$42,866.

- A motion to approve was made by Charles Ryan.
- Motion seconded by John Black.
- Motion carried.
- Leslie Cohen and Dave Cutty abstained.

E. Tatro Consulting

ADDPC staff gave an overview of the proposal submitted by B.J. Tatro to assist ADDPC with strategic planning.

The proposal includes strategic planning assistance in three areas:

1. Assist the Council with end-of-year focus group sessions which is a requirement by the Administration on Intellectual and Developmental Disabilities for the Program Performance Report (PPR);
2. Individual Standing Committee – review of the State Plan's goals and objectives, with a focus to refine the objectives;
3. Spring 2012 Council Retreat and Committee Planning Meetings.

B.J. Tatro is proposing 59 hours @\$150 per hour for a total of \$8,850, based on the following:

1. 10 hours – Focus Group, survey, and report for PPR;
2. 24 hours – 3 Individual Standing Committee planning meetings and follow-up;
3. 25 hours – Spring 2013 Council Retreat, prep, and follow-up.

Discussion was held on B.J. Tatro's previous work with the Council, her familiarity with DD issues, and facilitation experience. Staff stressed any recommended or substantial changes to the State Plan require a 6-week public comment period.

John Black asked for further comments or questions. No additional comments were made or questions asked. John asked for a motion to approve the Tatro Consulting Proposal to assist the Council with strategic planning in the amount of \$8,850.

- A motion to approve was made by Matt McMahon.
- Motion seconded by Charles Ryan.
- Motion carried.

F. Employment Initiatives

Leslie Cohen asked if there is interest for the Committee to consider *Employment First AZ* – an employment consortium initiative, but on a smaller scale. Leslie coordinated an Arizona proposal for a federal Project of National Significance (PNS) Grant which was not awarded. Leslie reflected on the collaboration with agencies in furthering positive policies around employment for youth and young adults with developmental disabilities. Leslie asked the Committee to consider working in a collaborative manner on an employment initiative that brings about systems change, leads to capacity building, provides training, and starts at a younger age.

Committee discussed researching current incentives for businesses to hire individuals with developmental disabilities and asked the Committee to consider other employment initiatives. Larry Clausen indicated the Morrison Institute can research incentives for the Committee.

Dave Cutty requested the Committee look at different and divergent models. For example, TCH has an employee owned model that may be considered.

The PNS grant proposal will be shared with Committee Members. The Committee will review the grant proposal and a meeting will be scheduled to discuss further.

G. Call to the Public

No public members were in attendance.

H. Adjourn

John Black called for a motion to adjourn the Meeting.

- Motion was made by Dave Cutty
- Motion was seconded by Charles Ryan

Meeting was adjourned at 8:42 a.m.